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TOM TINDALL  
Director

## County of Los Angeles INTERNAL SERVICES DEPARTMENT

1100 North Eastern Avenue  
Los Angeles, California 90063

Telephone: (323) 267-2101  
FAX: (323) 264-7135

*"To enrich lives through effective and caring service"*

May 24, 2011

To: Each Supervisor

From: Tom Tindall  
Director

Subject: **INTERIM REPORT ON ELEVATOR REPAIR COSTS  
(AGENDA OF MAY 17, 2011)**

On May 17, 2011, your Board directed ISD to identify the cost to install new elevator equipment in the Hall of Administration and the Stanley Mosk Courthouse. ISD will develop the requested cost estimates, work with the Chief Executive Office to identify funding recommendations, and report to your Board by June 15, 2011.

At the May 17 meeting, your Board also discussed the Hall of Administration elevator alarm systems and the 8<sup>th</sup> floor water leak that occurred on May 13, 2011. The remainder of this memo discusses these issues.

The Hall of Administration contains 11 elevators. ISD inspects each elevator on weekly and monthly schedules. The State inspects all elevators on an annual basis. The Hall's elevators meet applicable code requirements, as do all ISD-maintained elevators. All ISD-maintained elevators have audible alarms and in-cab telephones, which elevator passengers can activate to report problems to the County operator. Recently, ISD upgraded the audible alarm system in the Hall elevators to automatically alert the duty officer at the 2<sup>nd</sup> floor Sheriff's station. This should improve response time to entrapment incidents.

The May 13, 2011, water leak resulted from routine maintenance work to replace heating and air conditioning water coils located above the 8<sup>th</sup> floor ceiling. An ISD mechanic opened several coil drain lines to facilitate the re-filling of the systems and purge air from the pipes. As a result, the water overflowed drain pans located below each coil and leaked through the ceiling into work areas of the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Supervisorial District offices. We are reviewing this incident and will modify our maintenance routines accordingly.

We will report back to your Board with elevator cost estimates by June 15, 2011. If you have any questions, please contact me at 323-267-2101.

TT:tt

c: Chief Executive Officer  
Deputy Chief Executive Officer, Operations Cluster  
Executive Officer, Board of Supervisors  
ISD Board Deputies





TOM TINDALL  
Director

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*"To enrich lives through effective and caring service"*

June 15, 2011

To: Each Supervisor

From: Tom Tindall  
Director

*by J. Jones*

Subject: **ELEVATOR MODERNIZATION COST ESTIMATE  
(AGENDA OF MAY 17, 2011)**

On May 17, 2011, your Board directed ISD to identify the cost to install new elevator equipment in the Hall of Administration and the Stanley Mosk Courthouse. On May 24, 2011, ISD provided an interim status report (attached) to address several of your Board's questions. This memo provides our cost estimates to modernize the elevators at the two facilities.

As noted previously, the elevator systems in both buildings are on a regular maintenance program and meet current code requirements. However, this equipment has been in service for over 50 years and is due for replacement. ISD has developed cost estimates to modernize the elevator systems in the amount of \$3.2 million for the Hall of Administration and \$2.1 million for Stanley Mosk Courthouse.

The Chief Executive Office is in concurrence with the Hall of Administration elevator project, and has identified \$3.2 million in extraordinary maintenance funding. Pending approval by your Board, ISD project management will work with your Board's Executive Office to schedule the work. We anticipate that this project will take approximately 20 months to complete. ISD will work with your Board offices and other departments at the Hall of Administration to minimize service interruptions during this project.

For the Stanley Mosk Courthouse elevators, ISD will work with the Administrative Office of the Courts to determine if funding is available.

If you have any questions, please contact me at 323-267-2101.

TT:TB  
Attachment

c: Chief Executive Officer  
Deputy Chief Executive Officer, Operations Cluster  
Executive Officer, Board of Supervisors  
ISD Board Deputies